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ABSTRACT

This document discusses Los Angeles City College's (LACC) (California) Shared Governance Model. In response to California Assembly Bill 1725, LACC set forth a plan to implement the statutory requirements of shared governance. Shared governance is a concept grounded in the idea that decision-making is a process that affects the entire campus community and therefore should be inclusive, cooperative, and mutually valued. LACC's model identifies specific areas in which students, faculty, and staff could be more involved in campus and college policy development and implementation. The model recognizes a need for a Shared Governance Council, which is charged with carrying out the mandates of shared governance. The model spells out the roles of the various campus constituencies, including faculty, classified staff, students, and administrators. The roles of each of these groups are defined in an organizational structure that supports decisions and recommendations. Within the structure, the budget committee and planning committee are charged with the authority to implement shared governance. The objective of this model--and of shared governance in general--is to ensure fairness and equity of decisions and actions in colleges. An appendix of supporting documents, including calendars, committee information, and an organizational flow chart are included. (ND)

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LACC SHARED GOVERNANCE MODEL

OUR VISION

Los Angeles City College is an urban oasis of learning that educates minds, opens hearts, and celebrates community.

BACKGROUND PHILOSOPHY

California Assembly Bill 1725 set forth the specific areas in which State legislators felt faculty, staff and students should be more involved with the decision-making process of the institution. This shared decision-making, known as "shared governance," has as its goal to have the college arrive at decisions and solutions that are made better through the expertise of the participants and made more acceptable through the shared process.

Shared governance, simply stated, is shared involvement in the decision-making process in a climate of mutual trust. It means involving all those affected by the decision in that process: faculty, classified staff, students, and administration.

The shared governance model envisioned in AB 1725 is based on cooperation, mutual trust, honesty, consensus and shared values rather than on confrontation; the process is designed to consider various options openly and creatively rather than to defend alternatives. In this model, shared governance is not dividing a finite pie among competing constituencies, but rather it is expanding options and opportunities among individuals who share in a common goal of providing quality education.

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SHARED GOVERNANCE MODEL

Establishment of the Shared Governance Council (SGC)

In order to more fully carry out the mandates of shared governance, the college president shall establish and maintain a Shared Governance Council whose members will represent the views of the campus constituencies.

The charge of the SGC is to develop recommendations to the college president on policy and procedure. The SGC is a deliberative body that sets the institutional agenda for the college and monitors the college's progress toward achieving its goals.

The Roles of Campus Constituencies in Shared Governance

A. THE FACULTY ROLE

One of the basic principles of academic governance in higher education is that authority derives not only from the powers vested in governing boards and their staffs by law but also from the knowledge and experience possessed by the faculty.

Faculty at Los Angeles City College are represented by two faculty organizations: the college Academic Senate and the exclusive bargaining agent, the LACC Chapter of the Los Angeles College Faculty Guild, Local 1521. Official faculty perspectives and recommendations can be articulated only by designated representatives of these two organizations.

The functions and responsibilities of the two organizations are sometimes distinct, but at other times overlap. To help define and delineate their functions, the Academic Senate and the LACC Chapter of the Los Angeles College Faculty Guild, Local 1521, at Los Angeles City College offer the following principles:

1. The Academic Senate has primary responsibility for making recommendations to the college president on academic and professional matters.

2. Consultations between the college president and Academic Senate cannot legally interfere in the collective bargaining process.

3. Consultation between the college president and the Academic Senate legally covers only those subjects which are outside the scope of bargaining between the LACC Chapter of the Los Angeles College Faculty Guild, Local 1521 and the LACCD, unless explicitly approved by the LACC Chapter.

B. THE CLASSIFIED STAFF ROLE

The classified unions at LACC agree upon the following principles relating to shared governance:

1. The classified staff will take an active role in shared governance by participating in the development of college policy and procedures that have or will have a significant effect on its members. The staff's recommendations will be given every reasonable consideration by the college president.

2. Representatives from classified staff bargaining units will have primary responsibility for making recommendations to the college president on shared governance committees. LACC's classified bargaining units include exclusively the AFT Staff Guild, Local 99, Local 347 or S.E.I.U., and the Building Trades Council.

3. The basis for the classified staff's participation in shared governance is found in collective bargaining contracts.

4. The classified staff and its representatives realize that certain issues must be negotiated between the unions and the Board of Trustees.

C. THE STUDENT ROLE

Students will participate in campus shared governance by having representatives take part in all shared governance forums and committees. Students provide their advice and recommendations on any campus decision which directly or indirectly affects them.

The basis for student participation lies in Title 5 regulations which guarantee students the opportunity to participate effectively in college governance. Also, Title 5 guarantees the Associated Student Body Government the right to offer opinions and make recommendations with regard to policies and procedures that will have a significant effect on students. Therefore, student representatives will be selected by the Associated Student Body Government.

D. THE ADMINISTRATION ROLE

The administration's primary responsibilities are to assist in the development of operational policies and to administer college operations so that faculty and staff can fulfill their basic functions of instructing students and promoting learning.

To accomplish this responsibility, the administration's role is to facilitate and support an environment where fair, rational, consistent, and shared decision-making is possible.

The SGC Structure

CONSTITUENCY

The college president is a non-voting member of SGC. The SGC will be composed of (18) eighteen representatives from the following constituenies.[1]

CONSTITUTENCY	FACULTY
REPRESENTATIVES:	8
President, LACC Chapter of the Los Angeles College Faculty Guild, Local 1521	1
Grievance Rep, LACC Chapter of the Los Angeles College Faculty Guild, Local 1521	1
President, Academic Senate	1
Chair, Department Chairs Council	1
Chair, AFT Work Environment Committee	1
Chair, Academic Senate Curriculum Committee	1
Chair, Staff & Organizational Development Comm.	1
Chair, Academic Senate Educational Planning Comm.	1

CONSTITUTENCY	CLASSIFIED STAFF
REPRESENTATIVES:	3
Chapter Chair, AFT Classified Staff Guild	1
Elected-at-large members from Classified Units other than AFT Staff Guild	2

CONSTITUTENCY:	STUDENTS
REPRESENTATIVES:	2
President, Associated Student Body Government	1
Vice President, Assoc. Student Body Government	1

CONSTITUTENCY:	ADMINISTRATION
REPRESENTATIVES:	5
Vice President, Academic Affairs	1
Vice President, Administration	1
Vice President, Student Services	1
Executive Dean, Institutional Effectiveness	1
Teamsters, Chapter Chair	1

Beginning each fiscal year, one member from the SGC will be elected as chair for that year. The chair's position can be renewed at the discretion of the SGC. The chair will preside over meetings of the SGC and also be responsible for preparing the agenda for meetings and keeping the record of proceedings for the year. In addition, oversight of a monthly newsletter is desirable.

The SGC will meet separately at least once each month to discuss campus issues and make recommendations on these issues to the college president. A non-administrative chair will receive 0.2 reassigned time or the hourly equivalent for these responsibilities.

Planning Committees

BUDGET COMMITTEE

A committee of SGC (members identified by position) that sets fiscal priorities in support of the college's mission, integrates the college planning and budget processes, and monitors budgetary effectiveness.

PLANNING COMMITTEE

A committee of SGC (members identified by position) that works in conjunction with the Office of Institutional Effectiveness and offers recommendations to SGC in the development of the master planning process and the development and implementation of the strategic plan.

Standing Committees

CURRICULUM COMMITTEE

A committee of the Senate that oversees issues related to the college curriculum, including course development, curriculum updates, and graduation/degree/certification requirements.

EDUCATIONAL PLANNING COMMITTEE

A committee of the Senate that makes recommendations regarding program review, educational master planning, information technology, and other educational planning issues.

STAFF DEVELOPMENT COMMITTEE

A committee of SGC that supports the Strategic Plan and Educational Master Plan by planning professional development activities and programs for faculty, staff, and administrators.

WORK ENVIRONMENT COMMITTEE

A committee of the AFT that monitors all work environment matters and makes recommendations to the administration regarding the work environment. Functions are delineated in the collective bargaining agreements.

[1] When a representative holds two positions named above, the individual will identify which position he/she elects to represent and will appoint a designee to the second position.

The SGC Recommendation-Making Process

The SGC will function as the college's deliberative council. The SGC arrives at shared decisions in a collaborative manner. Its process for making recommendations clarifies and organizes the shared governance structure so that planning and budget are coordinated and actions are based on this coordination as they relate directly to the college's stated goals and objectives.

All planning is instituted through a representative, coordinated process that is designed to function in a collegial manner. The chair of the SGC works closely with the college president to insure that all campus constituencies (faculty, classified staff, students, and administration) are involved in the institutional planning process. Members of SGC take information back to their respective constituencies. Information and proposals are received from college-wide planning and standing committees. In addition, written proposals may be brought to SGC directly by members of the college community. SGC reviews all proposals and makes recommendations to the college president for final approval or rejection.

Every effort will be made to reach consensus on proposed actions. In the absence of consensus, a simple majority of the assembled voting members of the SGC will be required to send a recommendation to the college president. A quorum exists when ¾'s (3) of the constituencies represented and 2/3's (12) of the voting members are present. When a vote is taken, it will be a roll call vote, except in case of the election of a chair or an objection. All actions of the SGC will be reported to the college community in a monthly newsletter.

The college president will evaluate the recommendation and return the recommendation form to the SGC with either his/her acceptance or rejection. If a recommendation is rejected, the college president will provide the SGC with a written rationale for said rejection.

The SGC will be prohibited from undermining the authority of the unions on matters within the scope of collective bargaining and from interfering with the role of the Academic Senate as the authoritative voice of the faculty on academic and professional matters.

This document shall be reviewed at least once every two years. It may be amended by following the by-laws' guidelines in the latest edition of *Roberts' Rules of Order.*

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Revised Document—6/98
Revised Document—5/02

Los Angeles City College Shared Governance Council
Signature Page

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Elected-at-Large Member, Classified Unit

Mary L. Sanchez
Elected-at-Large Member, Classified Unit

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President, ASBG

Vice President, ASBG

Jackie Ireland
Vice President, Academic Affairs

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Myra Bregel
Vice President, Student Services

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Henry L. Exley, Jr.
Chair, Shared Governance Council

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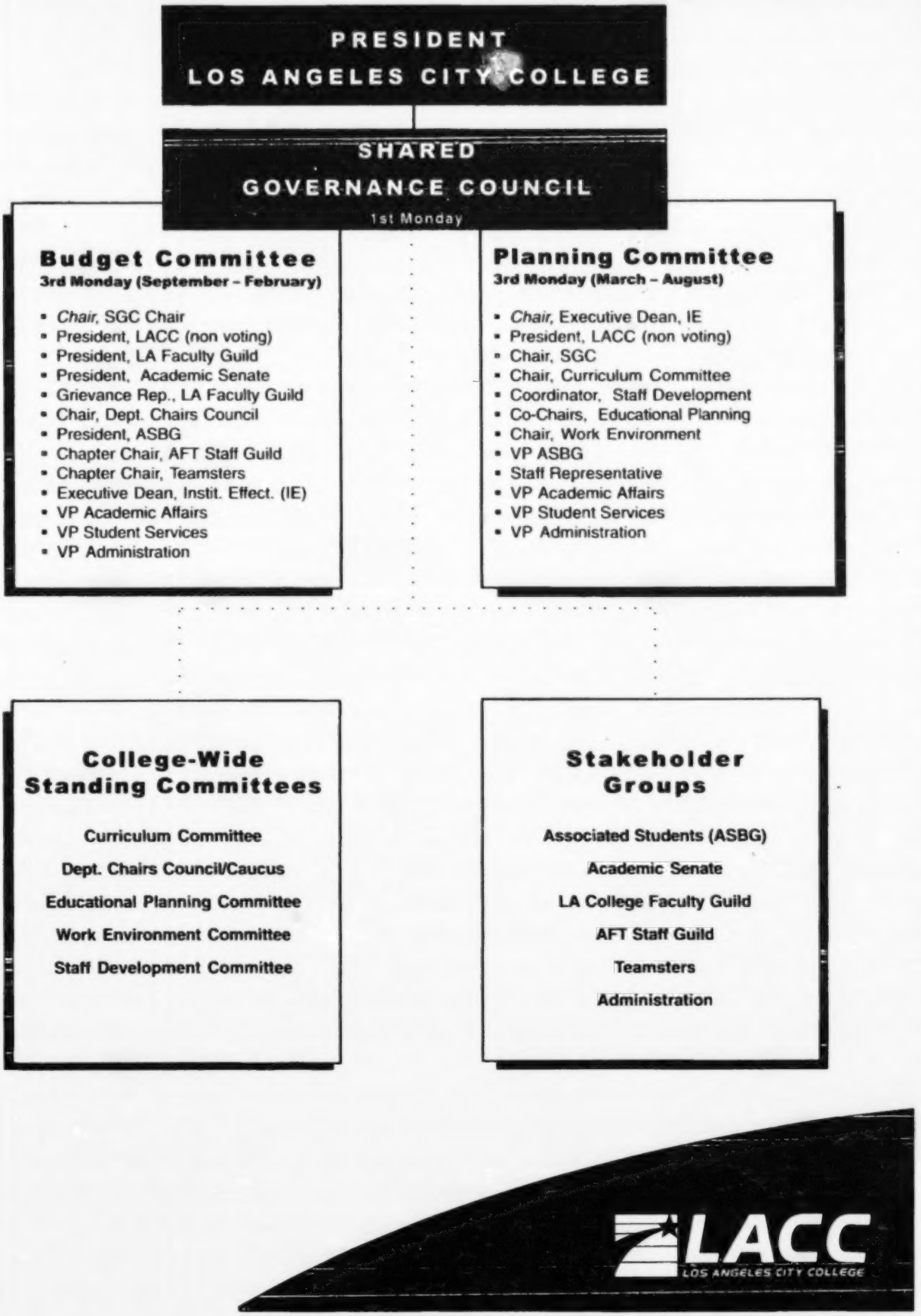
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1st Monday
Budget Committee
3rd Monday (September – February)
• Chair, SGC Chair
• President, LACC (non voting)
• President, LA Faculty Guild
• President, Academic Senate
• Grievance Rep., LA Faculty Guild
• Chair, Dept. Chairs Council
• President, ASBG
• Chapter Chair, AFT Staff Guild
• Chapter Chair, Teamsters
• Executive Dean, Instit. Effect. (IE)
• VP Academic Affairs
• VP Student Services
• VP Administration
Planning Committee
3rd Monday (March – August)
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• President, LACC (non voting)
• Chair, SGC
• Chair, Curriculum Committee
• Coordinator, Staff Development
• Co-Chairs, Educational Planning
• Chair, Work Environment
• VP ASBG
• Staff Representative
• VP Academic Affairs
• VP Student Services
• VP Administration
College-Wide
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Curriculum Committee
Dept. Chairs Council/Caucus
Educational Planning Committee
Work Environment Committee
Staff Development Committee
Stakeholder
Groups
Associated Students (ASBG)
Academic Senate
LA College Faculty Guild
AFT Staff Guild
Teamsters
Administration
LACC
LOS ANGELES CITY COLLEGE

SHARED GOVERNANCE MODEL

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Dr. Daniel Seymour	Dean, Institutional Effectiveness
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Rebecca Tilberg	Dean, Academic Planning & Research
Leanna Watts	Dean, Student Support Services
Dr. Carmen Estrada-Schaye	Assoc. Dean, Community Relations
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Chad Woo	Assoc. Dean, Operations, Workforce Education
Willie Richmond	Assoc. VP, Administrative Services
Gerri Potras	Assoc. VP, Administrative Services
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Fred Piegonski	Executive Assistant to the President
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Vacant	Assoc. Dean Student Support Services
Vacant	Dean, Academic Affairs

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